

**Department of State
Division of Publications**

312 Rosa L. Parks Avenue, 8th Floor Snodgrass/TN Tower
Nashville, TN 37243
Phone: 615-741-2650
Fax: 615-741-5133
Email: register.information@tn.gov

For Department of State Use Only

Sequence Number: 12-20-11
Rule ID(s): 5087-5089
File Date: 12/29/2011
Effective Date: 03/19/2012

Rulemaking Hearing Rule(s) Filing Form

Rulemaking Hearing Rules are rules filed after and as a result of a rulemaking hearing. TCA Section 4-5-205

Agency/Board/Commission:	Board of Dentistry
Division:	
Contact Person:	Kyonzte Toombs
Address:	Office of General Counsel 220 Athens Way, Suite 210 Nashville, Tennessee
Zip:	37243
Phone:	(615) 741-1611
Email:	Kyonzte.Hughes-Toombs@tn.gov

Revision Type (check all that apply):

- ☒ Amendment
☐ New
☐ Repeal

Rule(s) Revised (ALL chapters and rules contained in filing must be listed here. If needed, copy and paste additional tables to accommodate multiple chapters. Please enter only ONE Rule Number/Rule Title per row)

Chapter Number	Chapter Title
0460-01	General Rules
Rule Number	Rule Title
0460-01-.02	Fees

Chapter Number	Chapter Title
0460-04	Rules Governing the Practice of Dental Assistants
Rule Number	Rule Title
0460-04-.04	Coronal Polishing Certification

Chapter Number	Chapter Title
0460-05	General Rules Governing Schools, Programs and Courses for Dentists, Dental Hygienists, and Registered Dental Assistants
Rule Number	Rule Title
0460-05-.03	Schools, Programs and Courses for the Registered Dental Assistant

(Place substance of rules and other info here. Statutory authority must be given for each rule change. For information on formatting rules go to <http://state.tn.us/sos/rules/1360/1360.htm>)

Rule 0460-01-.02 Fees is amended by deleting paragraph (3), subparagraph (f) in its entirety and substituting the following language, so that as amended, the new paragraph (3), subparagraph (f) shall read:

- (f) Coronal Polishing Certification Fee – To be paid to the Board’s Administrative Office. \$15.00

Authority: T.C.A. §§ 63-1-108, 63-1-112, and 63-5-105.

Rule 0460-04-.04 Coronal Polishing Certification is amended by deleting paragraph (2) in its entirety and substituting the following language, so that as amended, the new paragraph (2) shall read:

- (2) Qualifications – An applicant for a coronal polishing certification must be registered as a dental assistant in Tennessee prior to applying for admission to an education course in coronal polishing. The sequence of the certification process is as follows:
 - (a) An applicant must apply for and successfully complete an educational course, as provided in this rule, as a prerequisite for certification; or
 - (b) An applicant who has successfully completed a coronal polishing course in another state which was approved by the board in the other state, which the Board consultant has determined as equivalent to the Board-approved course in Tennessee, is eligible to apply directly to the Board for certification. If a certification or permit was issued by the other state, verification of the certificate or permit must be received directly from that state. The information regarding content of the course and proof of completion must be sent directly from the course provider to the Board’s administrative office; or
 - (c) Applicants who have successfully completed an ADA accredited dental assisting program which included coronal polishing in the curriculum are eligible to apply for the certification upon completion of the program. Within thirty (30) days of an applicant’s completion of the program, the program director/instructor must submit a letter to the Board administrator verifying that coronal polishing was included in the curriculum and a written and clinical examination was passed by the applicant. Upon receipt of the letter from the program director/instructor and the application and fees, the certification for coronal polishing will be issued.

Authority: T.C.A §§ 63-5-108 and 63-5-111.

Rule 0460-04-.04 Coronal Polishing Certification is amended by deleting paragraph (4) in its entirety and substituting the following language, so that as amended, the new paragraph (4) shall read:

- (4) Examination - The certification course must contain both a written and a clinical examination that covers the curriculum in Rule 0460-05-.03(2)(c)4(i) and (ii). The passing grade for each examination is set at seventy-five percent (75%). A student who fails either examination may retake the examination two (2) additional times before having to repeat the course in order to retake the examination.

Authority: T.C.A. §§ 63-5-105, 63-5-108, and 63-5-111.

Rule 0460-04-.04 Coronal Polishing Certification is amended by deleting paragraph (5) in its entirety and renumbering the remaining paragraphs appropriately.

Authority: T.C.A. §§ 63-5-105, 63-5-108, and 63-5-111.

Rule 0460-05-.03 Schools, Programs and Courses for the Registered Dental Assistant is amended by deleting paragraph (2) in its entirety and substituting the following language, so that as amended, the new paragraph (2) shall read:

(2) Certification Course in Coronal Polishing

- (a) Application for Board Approval – The owner and/or director of a certification course in coronal polishing shall make application for approval to operate that course of study on forms to be provided by the Board. The completed application must be received by the Board's office at least thirty (30) days prior to the next regularly scheduled meeting of the Board in order for the Board to review the application. The owner and/or director of the certification course will be notified in writing of the Board's action(s). This section shall also apply to ADA accredited dental assisting programs.
- (b) Retention of Approval.
 - 1. In order to obtain and/or retain Board approval, the certification course shall maintain strict compliance with all minimum standards for admissions, facilities, instructor(s), equipment, and curriculum as set forth in the Board's rules.
 - 2. The certification course shall be subject to on-site inspections by representatives of the Board and required to complete such paper surveys as requested.
 - 3. The Board shall be notified immediately of any changes made in the operation of the certification course, such as change of location, directorship, and/or instructors. A new certificate of approval will be issued in the event of change in either ownership or directorship of the course.
 - 4. Certificates of approval shall be issued for two (2) years and shall expire on December 31st.
 - 5. At least thirty (30) days prior to the commencement of the course, the approved course shall submit the name(s) of the Tennessee dentist(s) who will be directing the course, the date of the course, and the location of the course to the Board's Administrative Office.
- (c) Minimum Standards for Admissions, Facilities, Instructor(s), Equipment, and Curriculum.
 - 1. The course shall be taught at an educational institution, defined as a school of dentistry, dental hygiene, or dental assisting, or a clinical facility approved by the Board which provides for proper patient care, including access to medication and equipment for the management of emergencies.
 - 2. The course shall be directed in its entirety by a dentist who is licensed in good standing by the Tennessee Board of Dentistry. The dentist/clinical instructor may employ and/or utilize licensed dental hygienists or registered and certified dental assistants with a coronal polishing certification to teach and/or assist during the clinical portion of the course.
 - 3. The clinical instructor-to-student ratio must be no less than one instructor to six students (1:6) for the clinical portion of the course.
 - 4. The certification course shall consist of fourteen (14) hours of study over a two (2) day period. The course syllabus must be approved by the Board and meet the following requirements:
 - (i) Didactic - The didactic portion of the course shall include instruction in all of the following subject matters:

- (I) Principles of plaque and stain formation;
 - (II) The clinical appearance of plaque, intrinsic and extrinsic stains and calculus (removal of calculus and scaleable stains shall be accomplished only by a dentist or licensed dental hygienist);
 - (III) The clinical appearance of clean and polished teeth;
 - (IV) Tooth morphology and the anatomy of the oral cavity as they relate to the retention of plaque, stain and polishing techniques;
 - (V) Principles of selecting abrasives and polishing agents and their effect on tooth structure and restorative materials;
 - (VI) Principles of polishing, including the selection and care of the armamentarium, instrumentation techniques and precautions, including the care of the mouth with fixed or removable prostheses and/or orthodontic appliances;
 - (VII) Principles of aseptic technique, including the sterilization of instruments, sanitation of equipment, and control of disease transmission;
 - (VIII) Principles of selecting and applying disclosing agents, including armamentarium, technique and precautions;
 - (IX) Principles of the preparation of teeth and the oral cavity for fluoride application;
 - (X) The reaction of fluorides with tooth structure;
 - (XI) Available fluoride agents;
 - (XII) Principles of the preparation and storage of fluoride agents; and
 - (XIII) Principles of application techniques, including the selection and care of armamentarium, the isolation of teeth, adaptation of trays, techniques and precautions.
- (ii) Clinical - The course provider shall conduct clinical experience of at least two (2) hours duration, which shall include at least a one-half (½) hour demonstration by an instructor. The clinical portion shall include all significant parts of the didactic portion and hands-on experience in the following:
- (I) Identifying calculus, plaque, and intrinsic and extrinsic stains;
 - (II) Polishing exposed surfaces of teeth;
 - (III) Applying disclosing agents to the exposed surfaces of teeth;
 - (IV) Evaluating the extent of plaque and stain removal;
 - (V) Maintaining the polishing armamentarium;
 - (VI) Maintaining aseptic techniques;
 - (VII) Applying various fluoride agents; and

- (VIII) Applying various desensitizing agents.
- (iii) The course shall include jurisprudence aspects, as follows:
 - (I) Limitations of the practice of dental assisting in accordance with the statutes and rules of the Board;
 - (II) Limitations on dental assistant services;
 - (III) Penalties for violation of the Dental Practice Act or Rules of the Board of Dentistry; and
 - (IV) Mechanisms by which a person can report violations of statutes and/or rules of the Board of Dentistry.
- (d) The clinical instructor shall provide a copy of the syllabus to the student before or at the beginning of each course. The syllabus shall set forth the materials to be presented in the course and the evaluation criteria to be utilized by the clinical instructor to determine successful completion of the certification course.
- (e) Upon completion of the course, students shall be evaluated by both a written and a clinical examination. The written examination shall cover the didactic portion of the course. The clinical examination shall cover the clinical portion of the course. The passing grade for each examination is set at seventy-five percent (75%). A student who fails either examination may retake the examination two (2) additional times before having to repeat the course in order to retake the examination(s). The written and clinical examinations required in this subparagraph of the rule meet the examination requirement of T.C.A. § 63-5-108(d).
- (f) A letter, attesting to successful completion of the course and test score(s) for each student, must be sent to the Board's Administrative Office within thirty (30) days of completion of the certification course.
- (g) The school offering the coronal polishing certification course will issue continuing education credit hours for the course.
- (h) Failure to adhere to the rules governing the certification course or to provide access to inspection, pursuant to Rule 0460-05-.03 (2) (b), may subject the course provider and students to invalidation of course results and withdrawal of course approval by the Board.

Authority: T.C.A. §§ 63-5-107, 63-5-108, 63-5-115, and 63-5-116.

* If a roll-call vote was necessary, the vote by the Agency on these rulemaking hearing rules was as follows:

Board Member	Aye	No	Abstain	Absent	Signature (if required)
Ruth E. Bailey, D.D.S.	X				
James L. Smith	X				
John M. Douglass, D.D.S.	X				
Charles E. Holt, Jr., D.D.S.	X				
Katherine H. Cherry, R.D.H.	X				
Betty Gail Fox, R.D.A.	X				
Isaac Fordjour, DD.S.	X				
Marlene. S. Fullilove, R.D.H.	X				
Lawrence Hsia, D.M.D.	X				
Agnes S. Young	X				
Michael P. Tabor, D.D.S.				X	

I certify that this is an accurate and complete copy of rulemaking hearing rules, lawfully promulgated and adopted by the Board of Dentistry on 06/11/2010, and is in compliance with the provisions of TCA 4-5-222.

I further certify the following:

Notice of Rulemaking Hearing filed with the Department of State on: 04/19/10

Rulemaking Hearing(s) Conducted on: (add more dates). 06/11/10

Date: 9/2/11

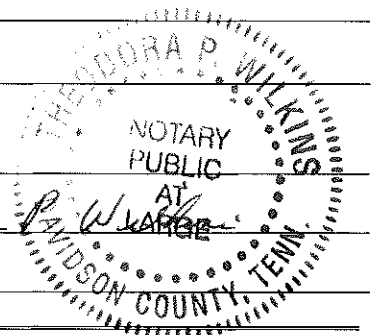
Signature: Kyonzte Toombs

Name of Officer: Kyonzte Toombs
Assistant General Counsel
Title of Officer: Department of Health

Subscribed and sworn to before me on: 9/2/11

Notary Public Signature: Theodora P. Wilkins

My commission expires on: 11/7/2011



All rulemaking hearing rules provided for herein have been examined by the Attorney General and Reporter of the State of Tennessee and are approved as to legality pursuant to the provisions of the Administrative Procedures Act, Tennessee Code Annotated, Title 4, Chapter 5.

Robert E. Cooper, Jr.
Robert E. Cooper, Jr.
Attorney General and Reporter
10-13-11
Date

Department of State Use Only

Filed with the Department of State on: 12/20/11

Effective on: 03/19/2012



Tre Hargett
Secretary of State

RECEIVED
2011 DEC 20 PM 5:14
SECRETARY OF STATE
PUBLICATIONS

Public Hearing Comments

One copy of a document containing responses to comments made at the public hearing must accompany the filing pursuant to T.C.A. §4-5-222. Agencies shall include only their responses to public hearing comments, which can be summarized. No letters of inquiry from parties questioning the rule will be accepted. When no comments are received at the public hearing, the agency need only draft a memorandum stating such and include it with the Rulemaking Hearing Rule filing. Minutes of the meeting will not be accepted. Transcripts are not acceptable.

PUBLIC HEARING COMMENTS

RULEMAKING HEARING

TENNESSEE BOARD OF DENTISTRY

The rulemaking hearing for the Tennessee Board of Dentistry was called to order on June 11, 2010 in the Department of Health Conference Center's Iris Room on the First Floor of the Heritage Place Building in MetroCenter, Nashville, Tennessee.

Prior to the rulemaking hearing, a written comment was received from Don. M. Lunn, D.D.S. representing the Tennessee Dental Association. Dr. Lunn commented on behalf of the organization that the TDA concurred with the proposed rules concerning coronal polishing.

There was one oral comment made by Dr. Roy Thompson, representing the Tennessee Dental Association. Dr. Thompson commented that these rules are an accurate reflection of the suggestions of the clinical issues committee on the writing of these rules.

Regulatory Flexibility Addendum

Pursuant to T.C.A. § 4-5-401 through 4-5-404, prior to initiating the rule making process as described in T.C.A. § 4-5-202(a)(3) and T.C.A. § 4-5-202(a), all agencies shall conduct a review of whether a proposed rule or rule affects small businesses.

(If applicable, insert Regulatory Flexibility Addendum here)

Regulatory Flexibility Analysis

Board of Dentistry, General Rules (Fees), Rules Governing the Practice of Dental Assistants (Coronal Polishing Certification), and General Rules Governing Schools, Programs and Courses for Dentists, Dental Hygienists, and Registered Dental Assistants (Schools, Programs and Courses for the Registered Dental Assistant)

Chapter 0460-01
Chapter 0460-04
Chapter 0460-05

- (1) The extent to which the rule or rule may overlap, duplicate, or conflict with other federal, state, and local governmental rules.**

The new rules do not overlap, duplicate, or conflict with other federal, state, and local governmental rules.

- (2) Clarity, conciseness, and lack of ambiguity in the rule or rules.**

The new rules exhibit clarity, conciseness, and lack of ambiguity.

- (3) The establishment of flexible compliance and/or reporting requirements for small businesses.**

The types of small businesses that would be affected by these rules are schools of dentistry, dental hygiene, or dental assisting, to the extent that they qualify as small businesses. While the main purpose of the rules is to establish the requirements for a dental assistant to obtain a coronal polishing certification, there are minimal requirements imposed on the educational institutions, such as providing proof to the Board office that a dental assistant has successfully completed the course of instruction and submitting the names of the individuals who will be teaching the course(s) to the Board office. The schools would also be subject to an onsite inspection by Board representatives. The schools are also required to have certain courses taught as part of its curriculum.

- (4) The establishment of friendly schedules or deadlines for compliance and/or reporting requirements for small businesses.**

All schools, whether or not they constitute small businesses, are subject to the same reporting requirements and deadlines for compliance.

- (5) The consolidation or simplification of compliance or reporting requirements for small businesses.**

All schools, whether or not they constitute small businesses, are subject to the same reporting requirements and deadlines for compliance.

- (6) The establishment of performance standards for small businesses as opposed to design or operational standards required in the proposed rule.**

The reporting requirements and standards established by the rules apply to all schools, whether or not they constitute a small business.

- (7) The unnecessary creation of entry barriers or other effects that stifle entrepreneurial activity, curb innovation, or increase costs.**

The rules do not create any unnecessary entry barriers, stifle entrepreneurial activity, curb innovation, or increase costs.

Economic Impact Statement

Board of Dentistry, General Rules (Fees), Rules Governing the Practice of Dental Assistants (Coronal Polishing Certification), and General Rules Governing Schools, Programs and Courses for Dentists, Dental Hygienists, and Registered Dental Assistants (Schools, Programs and Courses for the Registered Dental Assistant)

Chapter 0460-01

Chapter 0460-04

Chapter 0460-05

- (1) The type or types of small businesses and an identification and estimate of the number of small businesses subject to the proposed rule that would bear the cost of, or directly benefit from the proposed rule.**

The types of small businesses that would be affected by these rules are schools of dentistry, dental hygiene, or dental assisting, to the extent that they qualify as small businesses. While the main purpose of the rules is to establish the requirements for a dental assistant to obtain a coronal polishing certification, the minimal requirements imposed on the educational institutions, such as providing proof to the Board office that a dental assistant has successfully completed the course of instruction and submitting the names of the individuals who will be teaching the course(s) to the Board office. The schools would also be subject to an onsite inspection by Board representatives. The schools are also required to have certain courses taught as part of its curriculum.

- (2) The projected reporting, recordkeeping and other administrative costs required for compliance with the proposed rule that would bear the cost of, or indirectly benefit from the proposed rule.**

The only reporting requirements contained in the rules affecting small businesses, are that the schools of dentistry, dental hygiene, or dental assisting would be required to provide proof to the Board office that a dental assistant has successfully completed the course of instruction and shall submit the names of the individuals who will be teaching the course(s) to the Board office.

- (3) A statement of the probable effect on impacted small businesses and consumers.**

The rules establish the qualifications necessary for a dental assistant to perform coronal tooth polishing. In order to obtain a certification for coronal polishing, a licensed dental assistant must complete didactic and clinical studies, including an examination for both, that are provided by schools of dentistry, dental hygiene, or dental assisting. The rules impose minimal requirements on the schools as outlined in number (1) above.

- (4) A description or any less burdensome, less intrusive or less costly alternative methods of achieving the purpose and objectives of the proposed rule that may exist, and to what extent the alternative means might be less burdensome to small business.**

There are no less burdensome, less intrusive or less costly alternative methods to ensure that a dental assistant is competent and qualified to perform coronal polishing.

- (5) A comparison of the proposed rule with any federal or state counterparts.**

The rules are comparable to requirements established by other states in order to have qualified and competent dental assistants perform coronal polishing.

- (6) Analysis of the effect of the possible exemption of small businesses from all of any part of the requirements contained in the proposed rule.**

To the extent that the schools of dentistry, dental hygiene, or dental assisting are considered small businesses, the reporting requirements contained in the rules affecting these small businesses are minimal and there cannot be an exemption to the requirements.

Impact on Local Governments

Pursuant to T.C.A. 4-5-220 and 4-5-228 "any rule proposed to be promulgated shall state in a simple declarative sentence, without additional comments on the merits of the policy of the rules or regulation, whether the rule or regulation may have a projected impact on local governments." (See Public Chapter Number 1070 (<http://state.tn.us/sos/acts/106/pub/pc1070.pdf>) of the 2010 Session of the General Assembly)

(Insert statement here)

These rules are not expected to have an impact on local governments.

Additional Information Required by Joint Government Operations Committee

All agencies, upon filing a rule, must also submit the following pursuant to TCA 4-5-226(i)(1).

- (A) A brief summary of the rule and a description of all relevant changes in previous regulations effectuated by such rule;

0460-01-.02	Fees Changes the rule to require a fee of \$15.00 for "Coronal Polishing Certification." Under the current rule, applicants are required to pay \$75.00 for "Coronal polishing Examination."
0460-04-.04	Coronal Polishing Certification Allows ADA accredited dental assisting programs to teach coronal polishing in the curriculum. Removes the requirement that the Board administer coronal polishing exams. Instead, permits applicants to take coronal polishing courses at ADA accredited dental assisting programs that administer written and clinical exams. Furthermore, states reporting timeline after completion of the referenced course. Regarding applicants who have successfully completed a coronal polishing course in another state which was approved by the board in the other state and which the Board consultant has determined as equivalent to the Board-approved course in Tennessee, the new rule removes the current requirement of application for admission to the examination and allows those applicants to apply directly to the Board for certification. Removes the current examination rule and substitutes it with a requirement of both a clinical and a written examination. Also, provides a passing grade range.
0460-05-.03	Schools, Programs and Courses for the Registered Dental Assistant Broadens the requirements of obtaining Approval Certificates to include all ADA dental assisting programs. Extends the validity of an Approval Certificate from one year to two years. Removes the requirement that all coronal polishing courses be taught by a dentist and allows licensed dental hygienists or registered and certified dental assistants with a coronal polishing certification to teach and/or assist during the clinical portion of the course. Amends the rule to include clinical examination. The current rule, subpart (2)(e) mentions only written examinations. Adds a subpart to the end of section (2) to reference the statutory authority for the requirement of clinical examination.

- (B) A citation to and brief description of any federal law or regulation or any state law or regulation mandating promulgation of such rule or establishing guidelines relevant thereto;

2010 Acts, Public Chapter 1043 amended Tenn. Code Ann. §63-5-108(d) (Practice of dentistry and dental hygiene defined) by removing the requirement that the individual members of the Board of Dentistry must administer the clinical and didactic examination for tooth polishing and therefore permitting the Board or the Board's designee to administer the examination.

- (C) Identification of persons, organizations, corporations or governmental entities most directly affected by this rule, and whether those persons, organizations, corporations or governmental entities urge adoption or rejection of this rule;

The Tennessee Dental Association and the Academy of General Dentistry are both in support of these rules.

- (D) Identification of any opinions of the attorney general and reporter or any judicial ruling that directly relates to the rule;

None known.

- (E) An estimate of the probable increase or decrease in state and local government revenues and expenditures, if any, resulting from the promulgation of this rule, and assumptions and reasoning upon which the estimate is based. An agency shall not state that the fiscal impact is minimal if the fiscal impact is more than two percent (2%) of the agency's annual budget or five hundred thousand dollars (\$500,000), whichever is less;

No probable impact is expected.

- (F) Identification of the appropriate agency representative or representatives, possessing substantial knowledge and understanding of the rule;

Dea Smith, Board of Dentistry and Kyonzte Toombs, Assistant General Counsel, Department of Health possess substantial knowledge and understanding of the rule.

- (G) Identification of the appropriate agency representative or representatives who will explain the rule at a scheduled meeting of the committees;

Kyonzte Toombs, Assistant General Counsel, Department of Health will explain the rule at a scheduled meeting of the committees.

- (H) Office address, telephone number, and email address of the agency representative or representatives who will explain the rule at a scheduled meeting of the committees; and

Kyonzte Toombs, Assistant General Counsel, Office of General Counsel, Department of Health , 220 Athens Way, Suite 210, Nashville TN 37243, (615) 741-1611; Kyonzte.Hughes-Toombs @tn.gov

- (I) Any additional information relevant to the rule proposed for continuation that the committee requests.

None requested at this time.

(Rule 0460-01-.01, continued)

- (28) Specialist - A licensee who has satisfactorily completed the requirements as set forth in the Dental Practice Act and these rules to practice one of the specialties recognized by the Board.

Authority: T.C.A. §§4-5-202, 4-5-204, 63-5-101, 63-5-105, 63-5-107, 63-5-108, 63-5-111 through 63-5-115, and 63-5-117. **Administrative History:** Original rule filed June 7, 1974. Repeal and new rule filed August 26, 1980; effective December 1, 1980. Amendment filed September 13, 1985; effective October 13, 1985. Amendment filed September 24, 1987; effective November 8, 1987. Amendment filed April 30, 1991; effective June 14, 1991. Repeal and new rule filed December 11, 1991; effective January 25, 1992. Amendment filed February 12, 1996; effective April 27, 1996. Amendment filed December 7, 1998; effective February 20, 1999. Amendment filed February 9, 2000; effective April 24, 2000. Amendment filed August 21, 2002; effective November 4, 2002. Amendment filed February 18, 2003; effective May 4, 2003. Amendment filed September 17, 2003; effective December 1, 2003. Amendment filed November 17, 2003; effective January 31, 2004. Amendment filed June 18, 2004; effective September 1, 2004. Amendment filed December 28, 2004; effective March 13, 2005. Amendments filed August 3, 2005; effective October 17, 2005. Amendment filed August 23, 2005; effective November 6, 2005. Amendment filed October 12, 2007; effective December 26, 2007. Amendments filed September 25, 2008; effective December 9, 2008.

0460-01-.02 FEES. The fees authorized by the Tennessee Dental Practice Act (T.C.A. §§ 63-5-101, et seq.) and other applicable statutes are established and assessed by the Board as non-refundable fees, as follows:

(1) Dentists

- | | | |
|-----|---|-----------|
| (a) | Licensure Application Fee - Payable each time an application for licensure is filed. This fee also applies to limited, educational limited, dual degree and criteria (reciprocity) licensure applicants. | \$400.00 |
| (b) | Limited and Educational Limited Licensure Fee - Payable each time an application for a limited or an educational limited license is filed. This fee is to be paid in addition to the licensure application fee. | \$150.00 |
| (c) | Criteria (Reciprocity) Licensure Fee - Payable each time an application for a criteria (reciprocity) license is filed. This fee is to be paid in addition to the licensure application fee. | \$ 150.00 |
| (d) | Specialty Certification Application Fee - Payable each time an application for a specialty certification is filed. | \$150.00 |
| (e) | Student Clinical Instructors Exemption Fee - Payable each time and for each individual named in the Application for Exemption submitted pursuant to Rule 0460-02-.04 (5). | \$10.00 |
| (f) | Permit Fees - (limited conscious sedation, comprehensive conscious sedation, deep sedation/general anesthesia) Payable each time an application for a new permit or a biennial renewal of a permit is filed. | |
| 1. | Initial Permit Fee | \$300.00 |
| 2. | Biennial Permit Renewal Fee | \$100.00 |

(Rule 0460-01-.02, continued)

(g)	Licensure Renewal Fee – Payable biennially by all licensees, including educational and dual degree licensees, and excluding Inactive Pro Bono licensees.	\$300.00
(h)	State Regulatory Fee - Payable upon application for licensure and biennially thereafter by all licensees.	\$ 10.00
(i)	Reinstatement Fee - Payable when a licensee fails to renew licensure timely and which is paid in addition to all current and past due licensure renewal fees.	\$750.00
(j)	Duplicate License Fee - Payable when a licensee requests a replacement for a lost or destroyed "artistically designed" wall license or renewal certificate.	\$ 30.00
(k)	Inactive Pro Bono Renewal Fee	\$ 0.00
(l)	Examination Fee - Payable each time an application is filed to take a Board-approved examination as provided in rule 0460-02-.05 (1) (a) or the National Boards' examination, and when the applicant has been instructed to submit this fee directly to the Board.	\$ 875.00
(2) Dental Hygienist		
(a)	Licensure Application Fee - Payable each time an application for licensure is filed. This fee also applies to criteria approval and educational licensure applications.	\$115.00
(b)	Criteria Licensure Fee - Payable each time an application for criteria approval licensure (reciprocity) is filed. This fee is to be paid in addition to the licensure application fee.	\$ 50.00
(c)	Educational Licensure Fee - Payable each time an application for an educational license is filed. This fee is to be paid in addition to the licensure application fee.	\$ 50.00
(d)	Student Clinical Instructor Exemption Fee - Payable each time and for each individual named in the Application for Exemption submitted pursuant to Rule 0460-03-.04(5).	\$ 10.00
(e)	Licensure Renewal Fee - Payable biennially by all licensees, including criteria approved and educational licensees.	\$190.00
(f)	State Regulatory Fee - Payable upon application for licensure and biennially thereafter by all licensees.	\$ 10.00
(g)	Reinstatement Fee - Payable when a licensee fails to renew licensure timely and which is paid in addition to all current and past due licensure renewal fees.	\$200.00
(h)	Duplicate License Fee - Payable when a licensee requests	\$ 20.00

(Rule 0460-01-.02, continued)

a replacement for a lost or destroyed "artistically designed" wall license or renewal certificate.

- | | | |
|-----------------------|--|---------------------|
| (i) | Examination Fee - Payable each time an application is filed to take a Board-approved examination as provided in rule 0460-03-.05 (1) (a) or the National Boards' examination, and when the applicant has been instructed to submit this fee directly to the Board. | \$ 875.00 |
| (j) | Administration of Local Anesthesia Certification Fee – Payable each time an application for certification is filed. | \$ 50.00 |
| (3) Dental Assistants | | |
| (a) | Registration Application Fee - Payable each time an application for a registration to practice as a dental assistant is filed. | \$ 30.00 |
| (b) | Registration Renewal Fee - Payable biennially by all registrants. | \$135.00 |
| (c) | State Regulatory Fee - Payable upon application for registration and biennially thereafter by all registrants | \$ 10.00 |
| (d) | Reinstatement Fee - Payable when a registration is not timely renewed and which is paid in addition to all current and past due registration renewal fees. | \$100.00 |
| (e) | Duplicate Registration Fee - Payable when a registrant requests a replacement for a lost or destroyed "artistically designed" wall registration or renewal certificate. | \$ 20.00 |
| (f) | Coronal Polishing Examination Fee – Payable each time the registrant applies to sit for the written and/or clinical examination. It is collected by the Board's Administrative Office. | \$ 75.00 |
| (f) | Coronal Polishing Certification Fee – To be paid to the Board's Administrative Office. | \$ 15.00 |
| (g) | Sealant Application Certification Fee - To be paid to the Board's Administrative Office. | \$ 15.00 |
| (h) | Radiology Certification Fee – To be paid to the Board's Administrative Office | \$ 15.00 |
| (i) | Nitrous Oxide Monitoring Certification Fee – To be paid to the Board's Administrative Office | \$ 15.00 |
| (j) | Expanded Restorative Functions Certification Fee – To be paid to the Board's Administrative Office | \$ 15.00 |

(Rule 0460-01-.02, continued)

- (k) Expanded Prosthetic Functions Certification Fee – To be paid to the Board's Administrative Office \$ 15.00

(4) Fees may be paid in the following manner:

- (a) All fees paid by money order, certified, personal, or corporate check must be submitted to the Board's Administrative Office and made payable to the Tennessee Board of Dentistry.
- (b) Fees may be paid by Division-approved credit cards or other Division-approved electronic methods.

Authority: T.C.A. §§4-3-1011, 4-5-202, 4-5-204, 63-1-103, 63-1-106, 63-1-107, 63-1-108, 63-5-105, 63-5-105(7), 63-5-107, 63-5-108, 63-5-110 through 63-5-114, 63-5-117, 63-5-118, and 63-5-132.

Administrative History: Original rule certified June 7, 1974. Repeal and new rule filed August 26, 1980; effective December 1, 1980. Amendment filed October 13, 1983; effective November 14, 1983. Amendment filed September 24, 1987; effective November 8, 1987. Amendment filed June 8, 1989; effective July 23, 1989. Amendment filed November 30, 1989; effective January 14, 1990. Repeal and new rule filed December 11, 1991; effective January 25, 1992. Amendment filed December 5, 1994; effective February 18, 1995. Amendment filed March 20, 1996; effective June 3, 1996. Amendment filed September 26, 1996; effective December 10, 1996. Amendment filed February 9, 2000; effective April 24, 2000. Repeal and new rule filed April 10, 2002; effective June 24, 2002. Amendment filed August 21, 2002; effective November 4, 2002. Amendment filed March 17, 2003; effective July 29, 2003. Amendment filed June 13, 2003; effective August 27, 2003. Amendment filed August 18, 2003; effective November 1, 2003. Amendment filed September 17, 2003; effective December 1, 2003. Amendment filed October 20, 2003; effective January 3, 2004. Amendment filed June 18, 2004; effective September 1, 2004. Amendment filed December 28, 2004; effective March 13, 2005. Amendment filed December 16, 2005; effective March 1, 2006. Amendments filed October 12, 2007; effective December 26, 2007.

0460-01-.03 BOARD OFFICERS, CONSULTANTS, MEETINGS, DECLARATORY ORDERS, AND SCREENING PANELS.

- (1) The Board shall annually elect from its members the following officers:
- (a) President - who shall preside at all Board meetings.
- (b) Vice President - who shall preside at Board meetings in the absence of the President.
- (c) Secretary-Treasurer - who along with the Board Administrator shall be responsible for correspondence from the Board.
- (2) Minutes of the Board meetings and all records, documents, applications, and correspondence will be maintained in the Board Administrative Office.
- (3) All requests, applications, notices, complaints, other communications and correspondence shall be directed to the Board Administrative Office. Any requests or inquiries requiring a Board decision or official Board action except documents relating to disciplinary actions, declaratory orders or hearing requests must be received fourteen (14) days prior to a scheduled Board meeting and will be retained in the Administrative Office and presented to the Board at the Board meeting. Such documents not timely received shall be set over to the next Board meeting.

(Rule 0460-04-.02, continued)

December 1, 1980. New rule filed December 11, 1991; effective January 25, 1992. Amendment filed June 29, 1994; effective September 12, 1994. Amendment filed December 5, 1994; effective February 18, 1995. Amendment filed May 15, 1996; effective September 27, 1996. Amendment filed February 9, 2000; effective April 24, 2000. Amendment filed March 14, 2001; effective May 28, 2001. Amendment filed April 10, 2002; effective June 24, 2002. Amendments filed March 17, 2006; effective May 31, 2006. Amendment filed October 12, 2007; effective December 26, 2007.

0460-04-.03 REPEALED.

Authority: T.C.A. §§4-5-202, 4-5-204, 63-5-105, 63-5-108, 63-5-111, and 63-5-115. **Administrative History:** Original rule certified June 7, 1974. Repeal filed August 26, 1980; effective December 1, 1980. New rule filed December 11, 1991; effective January 25, 1992. Amendment filed March 20, 1996; effective June 3, 1996. Amendment filed May 15, 1996; effective September 27, 1996. Amendment filed April 10, 2002; effective June 24, 2002. Amendment filed December 16, 2005; effective March 1, 2006. Repeal filed October 12, 2007; effective December 26, 2007.

0460-04-.04 CORONAL POLISHING CERTIFICATION. Dental assistants who, pursuant to this rule and T.C.A. § 63-5-108 (d), receive certification to perform coronal polishing may only do so under the restrictions contained in this rule.

- (1) **Definition -** Coronal Polishing shall mean the polishing of the enamel and restorations on the clinical crown of human teeth by utilizing a combination of a polishing agent and a slow speed handpiece, a prophyl angle, a rubber cup, or any home care cleaning device.
- (2) ~~Qualifications - To be considered for issuance of a coronal polishing certification, an applicant must have been employed as a full time dental assistant for a minimum of one (1) year prior to applying for admission to an education course in coronal polishing and has registered as a dental assistant in Tennessee, or be a current certified dental assistant, as defined in Rule 0460-01-.01, who has one (1) year of clinical experience in another state and who is currently a Tennessee registered dental assistant. The sequence of the certification process is as follows:~~
 - (a) ~~An applicant must apply for and successfully complete an educational course, as provided in this rule, as a prerequisite for admission to the examination; or~~
 - (b) ~~An applicant who has successfully completed a coronal polishing course in another state which was approved by the board in the other state, which the Board consultant has determined as equivalent to the Board approved course in Tennessee, is eligible to apply directly to the Board for admission to the examination. If a certification or permit was issued by the other state, verification of the certificate or permit must be received directly from the other board. The information regarding content of the course and proof of completion must be sent directly from the course provider to the Board's administrative office.~~
 - (c) ~~After successful completion of the educational course or the course determined to be equivalent, an applicant must apply forty-five (45) days prior to the examination to be admitted to the examination as provided in this rule and submit proof of current certification in cardiopulmonary resuscitation.~~
 - (d) ~~After successful completion of the examination, the Board Administrative Office will award an applicant a coronal polishing certificate.~~
- (2) Qualifications - An applicant for a coronal polishing certification must be registered as a dental assistant in Tennessee prior to applying for admission to an education course in coronal polishing. The sequence of the certification process is as follows:

(Rule 0460-04-.04, continued)

- (a) An applicant must apply for and successfully complete an educational course, as provided in this rule, as a prerequisite for certification; or
 - (b) An applicant who has successfully completed a coronal polishing course in another state which was approved by the board in the other state, which the Board consultant has determined as equivalent to the Board-approved course in Tennessee, is eligible to apply directly to the Board for certification. If a certification or permit was issued by the other state, verification of the certificate or permit must be received directly from that state. The information regarding content of the course and proof of completion must be sent directly from the course provider to the Board's administrative office; or
 - (c) Applicants who have successfully completed an ADA accredited dental assisting program which included coronal polishing in the curriculum are eligible to apply for the certification upon completion of the program. Within thirty (30) days of an applicant's completion of the program, the program director/instructor must submit a letter to the Board administrator verifying that coronal polishing was included in the curriculum and a written and clinical examination was passed by the applicant. Upon receipt of the letter from the program director/instructor and the application and fees, the certification for coronal polishing will be issued.
- (3) Retention of Certification - Certification for coronal polishing is only valid as long as the registered dental assistant has a current registration. If the registration expires or is retired, the certification is also considered expired or retired, and the dental assistant may not engage in coronal polishing until the registration is reinstated or reactivated.
- (4) ~~The Examination~~
- (a) ~~The clinical portion of the examination shall be administered by a member of the Board or the Dental Assisting National Board, Inc. (DANB) or another meaningfully credentialed testing agency designated in advance by the Board and shall be conducted in an educational institution. The written portion of the examination can be administered by the testing agency, a Board member, or a Board representative. By adopting such examinations, the Board deems fulfilled the requirements set forth in T.C.A. § 63-5-108 (d) that the clinical and didactic examination be administered by the Board. The Board interprets "administered by the Board" to mean "adopted by the Board" for purposes of this section.~~
 - (b) ~~The examination shall be conducted as soon as is practicable after the conclusion of each educational course and shall be governed in format, content and subject matter by the testing agency. Applicants must provide a patient for the clinical portion of the examination.~~
 - (c) ~~The passing score for the written portion of the examination is seventy-five (75). The clinical portion of the exam shall be graded on a pass/fail basis by the testing agency.~~
 - (d) ~~An applicant must submit the examination fee as provided in Rule 0460-01-.02 (3) each time the applicant takes the examination.~~
 - (e) ~~An applicant who fails to successfully complete the examination after the third (3rd) attempt must begin the certification process over again.~~
 - (f) ~~An applicant must file a new application for each examination to be taken and submit a new examination fee as provided in Rule 0460-01-.02 (3).~~

(Rule 0460-04-.04, continued)

~~(4) Examination - The certification course must contain both a written and a clinical examination that covers the curriculum in Rule 0460-05-03(2)(c)4(i) and (ii). The passing grade for each examination is set at seventy-five percent (75%). A student who fails either examination may retake the examination two (2) additional times before having to repeat the course in order to retake the examination.~~

~~(5) Registered Dental Assistants, who have also successfully completed a comparable assistant training program in another state in coronal polishing, are eligible to apply directly to the Board for coronal polishing certification without additional training.~~

~~(6)~~ **Supervision**

(a) Any time a dental assistant is allowed to perform coronal polishing after receiving certification, the employer dentist must be physically on the office premises at all times during the polishing and must also:

1. Examine each patient immediately prior to the polishing to determine health, calculus and scalable stain free and to certify the need for coronal polishing; and
2. Examine each patient immediately after the polishing is completed to evaluate the results.

(b) A dental assistant may not perform coronal polishing for patients who have not been examined immediately prior to being assigned for polishing.

~~(7)~~ Application review and decisions required by this rule shall be governed by Rule 0460-01-.04.

Authority: T.C.A §§4-3-1011, 4-5-202, 4-5-204, 63-5-105, 63-5-108, 63-5-111, and 63-5-115.
Administrative History: Original rule certified June 7, 1974. Repeal filed August 26, 1980; effective December 1, 1980. New rule filed December 11, 1991; effective January 25, 1992. Amendment filed December 5, 1994; effective February 18, 1995. Amendment filed October 17, 1995; effective December 31, 1995. Amendment filed March 20, 1996; effective June 3, 1996. Amendment filed May 15, 1996; effective September 27, 1996. Amendment filed June 18, 2003; effective September 1, 2003. Amendment filed September 17, 2003; effective December 1, 2003. Amendment filed October 12, 2007; effective December 26, 2007. Amendment filed September 25, 2008; effective December 9, 2008.

0460-04-.05 NITROUS OXIDE CERTIFICATION. Dental assistants may not administer nitrous oxide to patients but may monitor nitrous oxide sedation (as defined in rule 0460-02-.07) upon becoming certified pursuant to the following process:

- (1) A dental assistant must be currently registered, pursuant to Rule 0460-04-.02, by the Board in order to be eligible to attend a certification course in monitoring nitrous oxide and/or qualify for certification.
- (2) To be eligible for certification, the registered dental assistant must successfully complete a Board-approved nitrous oxide monitoring certification course, or have successfully completed a comparable training course in another state, or be currently enrolled in an ADA-accredited or Board-approved program which offers this course as part of their curriculum. Once eligible for certification, the registered dental assistant shall not monitor nitrous oxide until certification has been issued by the Board.
- (3) If the registered dental assistant completed a nitrous oxide monitoring course in another state which was approved by the board in the other state, the Board consultant must determine the course to be equivalent to the Board-approved course in Tennessee. The information regarding content of the course and proof of completion must be sent directly from the course

(Rule 0460-05-.02, continued)

- (h) Failure to adhere to the rules governing the certification course or to provide access to inspection, pursuant to subparagraph (5) (c) of this rule, may subject the course provider and students to invalidation of the course results and withdrawal of course approval issued by the Board.

Authority: T.C.A. §§4-5-202, 4-5-204, 63-5-105, 63-5-107, 63-5-108, 63-5-115, and 63-5-116.
Administrative History: Original rule certified June 7, 1974. Amendment filed August 26, 1980; effective December 1, 1980. Repeal and new rule filed December 11, 1991; effective January 25, 1992. Repeal filed February 12, 1996; effective April 27, 1996. New rule filed September 17, 2003; effective December 1, 2003. Amendments filed August 3, 2005; effective October 17, 2005. Amendment filed October 12, 2007; effective December 26, 2007. Amendment filed September 25, 2008; effective December 9, 2008.

0460-05-.03 SCHOOLS, PROGRAMS AND COURSES FOR THE REGISTERED DENTAL ASSISTANT.

(1) Registered Dental Assisting Programs.

(a) Board-Approved Programs.

1. Reserved.
2. Reserved.

(b) ADA-Accredited Programs.

1. Reserved.
2. Reserved.

~~(2) Certification Course in Coronal Polishing~~

~~(a) Application for Board Approval—The owner and/or director of a certification course in coronal polishing shall make application for approval to operate that course of study on forms to be provided by the Board. The completed application must be received by the Board's office at least thirty (30) days prior to the next regularly scheduled meeting of the Board in order for the Board to review the application. The owner and/or director of the certification course will be notified in writing of the Board's action(s). This section shall also apply to all dental assisting schools.~~

~~(b) Retention of Approval.~~

- ~~1. The certification course shall maintain strict compliance with all minimum standards for admissions, facilities, instructor(s), equipment, and curriculum as set forth in its rule, as amended/may be amended, in order to obtain and/or retain Board approval.~~
- ~~2. The certification course shall be subject to on-site inspections by representatives of the Board and/or required to complete such paper surveys, as requested.~~
- ~~3. The Board shall be notified immediately of any changes made in the operation of the certification course, such as change of location, directorship, and/or~~

(Rule 0460-05-.03, continued)

~~instructors. A new certificate of approval will be issued in the event of change in either ownership or directorship of the course.~~

- ~~4. Certificates of approval shall be issued for one (1) year and shall expire on December 31st of any given year.~~
 - ~~5. At least thirty (30) days prior to the commencement of the course, the approved course shall submit the name(s) of the Tennessee dentist(s) who will be teaching the course, the date of the course, and the location of the course to the Board's Administrative Office.~~
- ~~(c) Minimum Standards for Admissions, Facilities, Instructor(s), Equipment, and Curriculum.~~
- ~~1. The course shall be taught at an educational institution, defined as a school of dentistry, dental hygiene, or dental assisting, or a clinical facility approved by the Board which provides for proper patient care, including access to medication and equipment for the management of emergencies.~~
 - ~~2. The course shall be taught in its entirety by a dentist who is licensed in good standing by the Tennessee Board of Dentistry. The dentist/clinical instructor may employ and/or utilize licensed dental hygienists to assist during the clinical portion of the course.~~
 - ~~3. The clinical instructor to student ratio must be one instructor to six students (1:6) for the clinical portion of the course.~~
 - ~~4. The certification course shall consist of fourteen (14) hours of study over a two (2) day period. The course syllabus must be approved by the Board and meet the following requirements:~~
 - ~~(i) Didactic — The didactic portion of the course shall include instruction in all of the following subject matters:~~
 - ~~(I) Principles of plaque and stain formation;~~
 - ~~(II) The clinical appearance of plaque, intrinsic and extrinsic stains and calculus (removal of calculus and scaleable stains shall be accomplished only by a dentist or licensed dental hygienist);~~
 - ~~(III) The clinical appearance of clean and polished teeth;~~
 - ~~(IV) Tooth morphology and the anatomy of the oral cavity as they relate to the retention of plaque, stain and polishing techniques;~~
 - ~~(V) Principles of selecting abrasives and polishing agents and their effect on tooth structure and restorative materials;~~
 - ~~(VI) Principles of polishing, including the selection and care of the armamentarium, instrumentation techniques and precautions, including the care of the mouth with fixed or removable prostheses and/or orthodontic appliances;~~

(Rule 0460-05-.03, continued)

- ~~(VII) Principles of aseptic technique, including the sterilization of instruments, sanitation of equipment, and control of disease transmission;~~
- ~~(VIII) Principles of selecting and applying disclosing agents, including armamentarium, technique and precautions;~~
- ~~(IX) Principles of the preparation of teeth and the oral cavity for fluoride application;~~
- ~~(X) The reaction of fluorides with tooth structure;~~
- ~~(XI) Available fluoride agents;~~
- ~~(XII) Principles of the preparation and storage of fluoride agents; and~~
- ~~(XIII) Principles of application techniques, including the selection and care of armamentarium, the isolation of teeth, adaptation of trays, techniques and precautions.~~
- ~~(ii) Clinical The course provider shall conduct clinical experience of at least two (2) hours duration, which shall include at least a one-half (½) hour demonstration by an instructor. The clinical portion shall include all significant parts of the didactic portion and hands-on experience in the following:~~
 - ~~(I) Identifying calculus, plaque, and intrinsic and extrinsic stains;~~
 - ~~(II) Polishing exposed surfaces of teeth;~~
 - ~~(III) Applying disclosing agents to the exposed surface of teeth;~~
 - ~~(IV) Evaluating the extent of plaque and stain removal;~~
 - ~~(V) Maintaining the polishing armamentarium;~~
 - ~~(VI) Maintaining aseptic techniques;~~
 - ~~(VII) Applying various fluoride agents; and~~
 - ~~(VIII) Applying various desensitizing agents.~~
- ~~(iii) The course shall include jurisprudence aspects, as follows:~~
 - ~~(I) Limitations of the practice of dental assisting in accordance with the statutes and rules of the Board;~~
 - ~~(II) Limitations on dental assistant services;~~
 - ~~(III) Penalties for violation of the Dental Practice Act or Rules of the Board of Dentistry; and~~
 - ~~(IV) Mechanisms by which a person can report violations of statutes and/or rules of the Board of Dentistry.~~

(Rule 0460-05-.03, continued)

- ~~(d) The clinical instructor shall provide a copy of the syllabus to the student before or at the beginning of each course. The syllabus shall set forth the materials to be presented in the course and the evaluation criteria to be utilized by the clinical instructor to determine successful completion of the certification course.~~
- ~~(e) Upon completion of the course, students shall be evaluated by written examination. The examination shall cover the didactic portion of the course. The passing grade for the course is set at seventy-five percent (75%). A student who fails the examination may retake the examination two (2) additional times before having to repeat the course in order to retake the examination.~~
- ~~(f) A letter, attesting to successful completion of the course and test score(s) for each student, must be sent to the Board's Administrative Office within thirty (30) days of completion of the certification course, to qualify the dental assistant for admission to the Board's Coronal Polishing Examination.~~
- ~~(g) The school offering the coronal polishing certification course will issue continuing education credit hours for the course.~~
- ~~(h) Failure to adhere to the rules governing the certification course or to provide access to inspection, pursuant to Rule 0460-05-.03 (2) (b), may subject the course provider and students to invalidation of course results and withdrawal of course approval by the Board.~~

(2) Certification Course in Coronal Polishing

- (a) Application for Board Approval – The owner and/or director of a certification course in coronal polishing shall make application for approval to operate that course of study on forms to be provided by the Board. The completed application must be received by the Board's office at least thirty (30) days prior to the next regularly scheduled meeting of the Board in order for the Board to review the application. The owner and/or director of the certification course will be notified in writing of the Board's action(s). This section shall also apply to ADA accredited dental assisting programs.
- (b) Retention of Approval.
 - 1. In order to obtain and/or retain Board approval, the certification course shall maintain strict compliance with all minimum standards for admissions, facilities, instructor(s), equipment, and curriculum as set forth in the Board's rules.
 - 2. The certification course shall be subject to on-site inspections by representatives of the Board and required to complete such paper surveys, as requested.
 - 3. The Board shall be notified immediately of any changes made in the operation of the certification course, such as change of location, directorship, and/or instructors. A new certificate of approval will be issued in the event of change in either ownership or directorship of the course.

(Rule 0460-05-.03, continued)

4. Certificates of approval shall be issued for two (2) years and shall expire on December 31st.
 5. At least thirty (30) days prior to the commencement of the course, the approved course shall submit the name(s) of the Tennessee dentist(s) who will be directing the course, the date of the course, and the location of the course to the Board's Administrative Office.
- (c) Minimum Standards for Admissions, Facilities, Instructor(s), Equipment, and Curriculum.
1. The course shall be taught at an educational institution, defined as a school of dentistry, dental hygiene, or dental assisting, or a clinical facility approved by the Board which provides for proper patient care, including access to medication and equipment for the management of emergencies.
 2. The course shall be directed in its entirety by a dentist who is licensed in good standing by the Tennessee Board of Dentistry. The dentist/clinical instructor may employ and/or utilize licensed dental hygienists or registered and certified dental assistants with a coronal polishing certification to teach and/or assist during the clinical portion of the course.
 3. The clinical instructor-to-student ratio must be no less than one instructor to six students (1:6) for the clinical portion of the course.
 4. The certification course shall consist of fourteen (14) hours of study over a two (2) day period. The course syllabus must be approved by the Board and meet the following requirements:
 - (i) Didactic - The didactic portion of the course shall include instruction in all of the following subject matters:
 - (I) Principles of plaque and stain formation;
 - (II) The clinical appearance of plaque, intrinsic and extrinsic stains and calculus (removal of calculus and scaleable stains shall be accomplished only by a dentist or licensed dental hygienist);
 - (III) The clinical appearance of clean and polished teeth;
 - (IV) Tooth morphology and the anatomy of the oral cavity as they relate to the retention of plaque, stain and polishing techniques;
 - (V) Principles of selecting abrasives and polishing agents and their effect on tooth structure and restorative materials;
 - (VI) Principles of polishing, including the selection and care of the armamentarium, instrumentation techniques and

(Rule 0460-05-.03, continued)

- precautions, including the care of the mouth with fixed or removable prostheses and/or orthodontic appliances;
- (VII) Principles of aseptic technique, including the sterilization of instruments, sanitation of equipment, and control of disease transmission;
- (VIII) Principles of selecting and applying disclosing agents, including armamentarium, technique and precautions;
- (IX) Principles of the preparation of teeth and the oral cavity for fluoride application;
- (X) The reaction of fluorides with tooth structure;
- (XI) Available fluoride agents;
- (XII) Principles of the preparation and storage of fluoride agents; and
- (XIII) Principles of application techniques, including the selection and care of armamentarium, the isolation of teeth, adaptation of trays, techniques and precautions.
- (ii) Clinical - The course provider shall conduct clinical experience of at least two (2) hours duration, which shall include at least a one-half (½) hour demonstration by an instructor. The clinical portion shall include all significant parts of the didactic portion and hands-on experience in the following:
 - (I) Identifying calculus, plaque, and intrinsic and extrinsic stains;
 - (II) Polishing exposed surfaces of teeth;
 - (III) Applying disclosing agents to the exposed surfaces of teeth;
 - (IV) Evaluating the extent of plaque and stain removal;
 - (V) Maintaining the polishing armamentarium;
 - (VI) Maintaining aseptic techniques;
 - (VII) Applying various fluoride agents; and
 - (VIII) Applying various desensitizing agents.
- (iii) The course shall include jurisprudence aspects, as follows:
 - (I) Limitations of the practice of dental assisting in accordance with the statutes and rules of the Board;
 - (II) Limitations on dental assistant services;

(Rule 0460-05-.03, continued)

- (III) Penalties for violation of the Dental Practice Act or Rules of the Board of Dentistry; and
 - (IV) Mechanisms by which a person can report violations of statutes and/or rules of the Board of Dentistry.
- (d) The clinical instructor shall provide a copy of the syllabus to the student before or at the beginning of each course. The syllabus shall set forth the materials to be presented in the course and the evaluation criteria to be utilized by the clinical instructor to determine successful completion of the certification course.
- (e) Upon completion of the course, students shall be evaluated by both a written and a clinical examination. The written examination shall cover the didactic portion of the course. The clinical examination shall cover the clinical portion of the course. The passing grade for each examination is set at seventy-five percent (75%). A student who fails either examination may retake the examination two (2) additional times before having to repeat the course in order to retake the examination(s). The written and clinical examinations required in this subparagraph of the rule meet the examination requirement of T.C.A. § 63-5-108(d).
- (f) A letter, attesting to successful completion of the course and test score(s) for each student, must be sent to the Board's Administrative Office within thirty (30) days of completion of the certification course.
- (g) The school offering the coronal polishing certification course will issue continuing education credit hours for the course.
- (h) Failure to adhere to the rules governing the certification course or to provide access to inspection, pursuant to Rule 0460-05-.03 (2) (b), may subject the course provider and students to invalidation of course results and withdrawal of course approval by the Board.

(3) Certification Course for Sealant Application

- (a) Application of Rules - This section shall apply to both Tennessee ADA accredited and Board-approved dental assistant programs, as well as any other individual or entity which desires to establish such a certification course to admit and educate students who are currently registered dental assistants.
- (b) All courses/entities (with the exception of dental assisting programs whose certification course is a part of their standard curriculum) shall have a procedure in place to ensure that the eligibility (current registration) of applicants is verified and documented, prior to allowing the applicant to attend the certification course.
- (c) Application for Board Approval - The owner and/or director of a certification course in sealant application shall make application for approval to operate that course of study on forms to be provided by the Board. The completed application must be received by the Board's Office at least thirty (30) days prior the next regularly scheduled Board meeting in order for the Board to review the application. The course provider will be notified in writing of the Board's action(s). This section shall also apply to all dental assisting programs which choose to offer the certification course as a part of their curriculum.

(Rule 0460-05-.03, continued)

(d) Retention of Approval.

1. The certification course shall maintain strict compliance with all minimum standards for admissions, facilities, instructor(s), equipment and curriculum, as set forth in these rules and as they may from time to time be amended, in order to obtain and/or retain Board approval.
2. The certification course shall be subject to on-site inspections by representatives of the Board and/or required to complete such paper surveys, as requested.
3. The Board shall be notified immediately of any changes made in the operation of the certification course, such as change of location, directorship, and/or instructors. A new certificate of approval will be issued in the event of change in either ownership or directorship of the course.
4. Certificates of approval shall be issued for one (1) year and shall expire on December 31st of any given year.
5. At least thirty (30) days prior to the commencement of the course, the approved course shall submit the name(s) of the Tennessee dentist(s) who will be teaching the course, the date of the course, and the location of the course to the Board's Administrative Office.

(e) Minimum Standards for Admissions, Facilities, Instructor(s), Equipment, and Curriculum.

1. The certification course shall admit only those students who have been verified by the course as having a current registration issued by the Tennessee Board of Dentistry.
2. The course shall be taught at an educational institution, defined as a school of dentistry, dental hygiene, or dental assisting, or a clinical facility approved by the Board which provides for proper patient care, including access to medication and equipment for the management of emergencies.
3. The course shall be taught in its entirety by a dentist who is licensed in good standing by the Tennessee Board of Dentistry. The dentist/clinical instructor may employ and/or utilize licensed dental hygienists to assist during the clinical portion of the course.
4. The class size shall be limited to forty (40) students, and the clinical instructor-to-student ratio must be one (1) instructor to eight (8) students (1:8) for the clinical portion of the course.
5. The certification course shall consist of a minimum of six (6) hours of study of which at least four (4) hours must be clinical. The course syllabus must be approved by the Board and meet the following requirements:
 - (i) Didactic - The didactic portion of the course shall include instruction in all of the following subject matters:
 - (I) Indication/contraindications for sealants;

(Rule 0460-05-.03, continued)

- (II) Preparation of teeth for sealants;
 - (III) Proper isolation and moisture control of teeth for sealants, including rubber dam, dri-angles, cotton rolls, and retractors;
 - (IV) Education of patient and/or parent regarding sealants;
 - (V) Sealant materials, including light curing, self curing, and coloring;
 - (VI) Acid etching, including proper use and negative aspects;
 - (VII) Infection control;
 - (VIII) Tooth anatomy, including fossa, pit, fissure, groove, and occlusion; and
 - (IX) Armamentarium.
- (ii) Clinical - The course provider/instructor shall conduct clinical experience for a minimum of four (4) hours. The clinical portion of the course shall include instruction in each of the following areas:
 - (I) Patient assessment;
 - (II) Proper tooth isolation and preparation for sealants;
 - (III) Infection control;
 - (IV) Evaluation of proper technique in the placement of sealants;
 - (V) Evaluation by instructors of completed sealants and occlusion; and
 - (VI) Patient education, including self checks and regular dental examinations.
- (f) The course shall require a clinical portion in which each student shall complete pit and fissure sealants on at least four (4) sealable teeth on one (1) or more patients. All necessary materials and instruments shall be provided by the student.
 - (g) Upon completion of the course, students shall be evaluated by written examination. The passing grade is set at seventy-five percent (75%). A student who initially fails the examination may retake the examination no more than two (2) times. In the event a student takes the examination a total of three (3) times and fails, the student shall be required to retake the course and retake the examination.
 - (h) Upon completion of the course, students must successfully seal (4) four teeth to pass the course. The course instructor must verify that the student has passed the clinical examination.
 - (i) The course instructor shall, within thirty (30) days after completion of a course, complete and submit a form to be provided by the Board, which lists the student's numerical grade(s) and verifies that the student has passed the clinical portion of the examination. The instructor shall submit a form for each student who successfully completes the course to the Board's Administrative Office.

(Rule 0460-05-.03, continued)

- (j) The school offering the sealant application certification course will issue continuing education credit hours for the course.
- (k) Failure by the certification course to adhere to the rules governing the certification course or to provide access to inspection, pursuant to Rule 0460-05-.03 (3) (d), may subject the course provider and students to invalidation of course results and withdrawal of course approval by the Board.

(4) Certification Course in Monitoring Nitrous Oxide

- (a) Application of Rules - This section shall apply to both Tennessee ADA accredited and Board-approved dental assistant programs, as well as any other individual or entity which desires to establish such a certification course to admit and educate students who are currently registered dental assistants.
- (b) Application for Board Approval - The owner and/or director of a certification course in monitoring nitrous oxide shall make application for approval to operate that course of study on forms to be provided by the Board. The completed application must be received in the Board's Office at least thirty (30) days prior to the next regularly scheduled Board meeting in order for the Board to review the application. The owner and/or director of the certification course will be notified in writing of the Board's action. This section shall also apply to all ADA-accredited and board-approved dental assisting programs.
- (c) Retention of Approval.
 - 1. The certification course, whether offered independently or as a part of the curriculum taught by a dental assisting program, shall maintain strict compliance with all minimum standards for admissions, facilities, instructor(s), equipment, and curriculum as set forth in this rule, as amended/may be amended, in order to obtain and/or retain Board approval.
 - 2. The certification course shall be subject to on-site inspections by representatives of the Board and/or required to complete such paper surveys, as requested.
 - 3. The Board shall be notified immediately of any changes made in the operation of the certification course, such as change of location, directorship, and/or instructors. A new certificate of approval will be issued in the event of change in either ownership or directorship of the course.
 - 4. Certificates of approval shall be issued for one (1) year and shall expire on December 31st of any given year.
- (d) Minimum Standards for Admissions, Facilities, Instructor(s), Equipment, and Curriculum.
 - 1. The certification course shall admit only those registered dental assistants who are currently registered, pursuant to Rule 0460-04-.01 (2), or are currently enrolled in an ADA-accredited or board approved program which offers this course as a part of their curriculum. It is the responsibility of the course owner/director to ensure that only currently registered dental assistants are admitted to the course.

(Rule 0460-05-.03, continued)

2. The certification course shall be taught by a Tennessee licensed dentist or a licensed dental hygienist with nitrous oxide administration certification and a minimum of three (3) years clinical experience in utilizing administration of nitrous oxide and education in comprehensive pain and anxiety control. The instructor/dentist may employ and/or utilize anesthesiologists, pharmacologists, internists, and/or cardiologists who are licensed in Tennessee as instructors to assist the instructor/dentist in the teaching of the course.
3. The certification course shall consist of a minimum of five (5) hours of study. The course syllabus must be approved by the Board and this didactic course shall be designed and conducted to provide the student with detailed knowledge of nitrous oxide – oxygen inhalation sedation, its use in dentistry, and the health hazards and abuse potential of nitrous oxide. This didactic course shall include instruction in all of the following subject matters:
 - (i) The history, philosophy, psychology of nitrous oxide-oxygen inhalation sedation;
 - (ii) Definitions and descriptions of the physiological and psychological aspects of pain and anxiety;
 - (iii) Description of the stages of drug induced central nervous system depression, through all levels of consciousness and unconsciousness, with special emphasis on the difference between the conscious and unconscious state;
 - (iv) Anatomy and physiology of respiration;
 - (v) Pharmacological and physiological effects of nitrous oxide, including physical properties, action, side effects, absorption, excretion, and toxicity;
 - (vi) Advantages and disadvantages of inhalation sedation with nitrous oxide;
 - (vii) Management of reaction to, or complications with nitrous oxide;
 - (viii) Patient status assessment including:
 - (I) Taking and reviewing vital signs;
 - (II) Reflexes related to consciousness;
 - (III) Possible reactions to nitrous oxide;
 - (ix) Instruction for post-operative care;
 - (x) Recognition, prevention and management of complications and life-threatening situations related to nitrous oxide;
 - (xi) Demonstration and use of inhalation sedation equipment;
 - (xii) Legal considerations of nitrous oxide use;
 - (xiii) Discussion of sexual phenomena and hallucinatory effects reported with nitrous oxide;

(Rule 0460-05-.03, continued)

- (xiv) Discussion of the potential for abuse of nitrous oxide;
 - (xv) Recommended techniques for reducing occupational exposure to nitrous oxide; and
 - (xvi) Introduction of potential health hazards of trace anesthetics and proposed techniques for elimination thereof, including, but not limited to, recommendations and guidelines from the Centers for Disease Control (CDC) or the Occupational, Health, and Safety Administration (OSHA).
 - (e) Upon completion of the course, students shall be evaluated by written examination. The passing grade shall be seventy-five percent (75%). If the student initially fails the written examination, the exam may be taken no more than two (2) additional times before the course must be retaken and the exam retaken. The examination shall be developed and administered by the course director/instructor in such a manner as to determine competency for the monitoring of nitrous oxide.
 - (f) The certification course, or dental assisting school, will issue continuing education credit hours for the course.
 - (g) The director/instructor of the certification course shall, within thirty (30) days after course completion or upon graduation from the dental assisting school, complete a form, provided by the Board, for each student to attest to the student's successful completion of the course and the student's examination grade. The completed form(s) shall be submitted directly to the Board's Office by the director/instructor.
 - (h) Failure to adhere to the rules governing the certification course or to provide access to inspection, pursuant to Rule 0460-05-.03 (4) (c), may subject the course provider and students to invalidation of the course results and withdrawal of course approval issued by the Board.
- (5) Certification Course in Expanded Restorative Functions
- (a) Application for Board Approval – The director of a certification course in expanded restorative functions shall make application for approval to operate that course of study on forms to be provided by the Board. The completed application must be received in the Board's administrative office at least thirty (30) days prior to the next regularly scheduled Board meeting in order for the Board to review the application. The director of the certification course will be notified in writing of the Board's action(s).
 - (b) Retention of Approval.
 - 1. The certification course must be taught at an educational institution as defined in part (5) (c) 2. of this rule and shall maintain strict compliance with all minimum standards for admissions, facilities, instructor(s), equipment, and curriculum as set forth in this rule, as amended/may be amended, in order to obtain and/or retain Board approval.
 - 2. The certification course shall be subject to on-site inspections by representatives of the Board and/or required to complete such paper surveys, as requested.
 - 3. The Board shall be notified immediately of any changes made in the operation of the certification course, such as change of location, directorship, and/or

(Rule 0460-05-.03, continued)

instructors. A new certificate of approval will be issued in the event of change in directorship of the course.

4. Certificates of approval shall be issued for two (2) years and shall expire on December 31st every two (2) years.

(c) Minimum Standards for Admissions, Facilities, Instructor(s), Equipment, and Curriculum.

1. The certification course shall admit only those registered dental assistants who are currently registered, pursuant to Rule 0460-04-.02, and who submit proof of a minimum of two (2) years continuous full-time employment within the past three (3) years in a dental practice as a registered dental assistant.
2. The course shall be taught at an educational institution, defined as a school of dentistry or a school which offers a specialty program in a recognized specialty branch of dentistry.
3. The certification course shall be taught by one (1) or more Tennessee licensed dentists who are faculty members at an accredited school of dentistry.
4. The clinical instructor-to-student ratio must be one (1) instructor to eight (8) students (1:8).
5. The certification course shall consist of a minimum of ninety-six (96) hours of study over a three (3) week period.
6. The course syllabus shall be approved by the Board and the course shall be designed and conducted to provide the student with detailed knowledge of restorative functions. The clinical experience must be provided under the supervision of qualified faculty, and the students must be evaluated for competency. The didactic and clinical portion of the course shall include instruction in all of the following subject matters:
 - (i) First Week – The first (1st) week of the course must be a minimum of thirty-two (32) hours in length and a written and/or clinical competency examination is to be administered at the end of the week regarding:

(I) Dental morphology and occlusion;

(II) Dental materials, hazardous materials and product safety;

I. Amalgam;

II. Composite;

III. Glass Ionomer; and

IV. Mercury.

(III) Principles of cavity preparation on anterior and posterior class I, II, III, IV, and V teeth;

(IV) Instrumentation for all restorations;

(Rule 0460-05-.03, continued)

- (V) Liners and bases, types and placement;
- (ii) Second Week – The second (2nd) week of the course must be a minimum of thirty-two (32) hours in length and a written and/or clinical competency examination regarding items (I) through (V) is to be administered at the end of the week. No high-speed handpiece is to be used in the course, only a slow-speed handpiece:
 - (I) Isolation and rubber dam placement;
 - (II) Caries;
 - (III) Selection and placement of matrix retainers;
 - (IV) Laboratory on insertion, packing and carving (finishing) of amalgam;
 - (V) Insertion, packing and carving (finishing) of amalgam;
- (iii) Third Week – The third (3rd) week of the course must be a minimum of thirty-two (32) hours in length and a written and/or clinical competency examination regarding items (I) through (III) is to be administered at the end of the week. No high-speed handpiece is to be used in the course, only a slow-speed handpiece:
 - (I) Insertion, packing and carving (finishing) of amalgam;
 - (II) Laboratory on insertion, packing and carving (finishing) of composite and glass ionomers;
 - (III) Insertion, packing and carving (finishing) of composite and glass ionomers;
- (iv) In addition to the weekly competency examinations required by subparts (i), (ii) and (iii), each student must pass a clinical examination regarding insertion, packing and carving (finishing) of amalgam prior to taking the comprehensive competency examination required by subpart (vi).
- (v) Each student must pass the competency examination on the material covered each week before continuing to the material for the next week. Students who do not pass the competency examination may be offered remediation before the start of the next week.
- (vi) Passage of a comprehensive competency examination on all material covered in the course is required at the end of the course. This examination shall be both written and clinical.
- (d) The instructor shall provide a copy of the syllabus to the student before or at the beginning of each course, setting forth the materials to be presented in the course and the evaluation criteria to be utilized by the clinical instructor to determine successful completion of the certification course.
- (e) The passing grade on each competency examination is set at seventy-five percent (75%). If the student initially fails any competency examination, the exam may be

(Rule 0460-05-.03, continued)

taken no more than one (1) additional time before the entire course must be retaken and the exam retaken. The examination shall be developed and administered by the course instructors in such a manner as to determine competency for the restorative functions.

- (f) The director/instructor of the certification course shall, within thirty (30) days after course completion, complete a form, provided by the Board, for each student to attest to the student's successful completion of the course and the student's examination grade. The completed forms shall be submitted directly to the Board's Office by the director/instructor.
- (g) The certification course will issue continuing education credit hours for the course.
- (h) Failure to adhere to the rules governing the certification course or to provide access to inspection, pursuant to Rule 0460-05-.02 (5) (b), may subject the course provider and students to invalidation of the course results and withdrawal of course approval issued by the Board.

(6) Certification Course in Expanded Prosthetic Functions

- (a) Application for Board Approval – The director of a certification course in expanded prosthetic functions shall make application for approval to operate that course of study on forms to be provided by the Board. The completed application must be received in the Board's administrative office at least thirty (30) days prior to the next regularly scheduled Board meeting in order for the Board to review the application. The director of the certification course will be notified in writing of the Board's action(s).
- (b) Retention of Approval.
 - 1. The certification course must be taught at an educational institution as defined in part (6) (c) 2. of this rule and shall maintain strict compliance with all minimum standards for admissions, facilities, instructor(s), equipment, and curriculum as set forth in this rule, as amended/may be amended, in order to obtain and/or retain Board approval.
 - 2. The certification course shall be subject to on-site inspections by representatives of the Board and/or required to complete such paper surveys, as requested.
 - 3. The Board shall be notified immediately of any changes made in the operation of the certification course, such as change of location, directorship, and/or instructors. A new certificate of approval will be issued in the event of change in directorship of the course.
 - 4. Certificates of approval shall be issued for two (2) years and shall expire on December 31st every two (2) years.
- (c) Minimum Standards for Admissions, Facilities, Instructor(s), Equipment, and Curriculum.
 - 1. The certification course shall admit only those registered dental assistants who are currently registered, pursuant to Rule 0460-04-.02, and who submit proof of a minimum of two (2) years continuous full-time employment within the past three (3) years in a dental practice as a registered dental assistant.

(Rule 0460-05-.03, continued)

2. The course shall be taught at an educational institution, defined as a school of dentistry or a school which offers a specialty program in a recognized specialty branch of dentistry.
3. The certification course shall be taught by one (1) or more Tennessee licensed dentists who are faculty members at an accredited school of dentistry.
4. The clinical instructor-to-student ratio must be one (1) instructor to eight (8) students (1:8).
5. The certification course shall consist of a minimum of sixty-four (64) hours of study over a two (2) week period.
6. The course syllabus shall be approved by the Board and the course shall be designed and conducted to provide the student with detailed knowledge of prosthetic functions. The clinical experience must be provided under the supervision of qualified faculty, and the students must be evaluated for competency. The didactic and clinical portion of the course shall include instruction in all of the following subject matters:
 - (i) First Week – The first (1st) week of the course must be a minimum of thirty-two (32) hours in length and a competency examination is to be administered at the end of the week regarding:
 - (I) Anatomy and physiology;
 - (II) Dentulous soft tissue including the gingival sulcus and its management;
 - (III) Edentulous soft tissue;
 - (IV) Physiologic function of these tissues and the principles of soft tissue management;
 - (V) Occlusion for fixed and removable appliances;
 - (VI) Tray selection and impression materials of models;
 - (VII) Border molding and master impressions, including a live patient experience;
 - (VIII) Tray selection;
 - I. Custom;
 - II. Stock;
 - III. Triple tray; and
 - IV. Construction and fitting.
 - (IX) Fixed prosthodontic impressions;
 - I. Full mouth;

(Rule 0460-05-.03, continued)

- II. Quadrant; and
 - III. Individual.
- (ii) Second Week – The second (2nd) week of the course must be a minimum of thirty-two (32) hours in length and a competency examination is to be administered at the end of the week regarding:
 - (I) Gingival retraction;
 - (II) Mechanisms of gingival retraction;
 - (III) Types and size of cord;
 - (IV) Pharmacology of medicaments used and the techniques for placement;
 - (V) Practice placement;
 - (VI) Techniques of making impressions;
 - (VII) Laboratory practice for fixed impressions including infection control;
 - (VIII) Temporary restorations and laboratory technique for each;
 - I. Aluminum;
 - II. Polycarbonate; and
 - III. Custom.
 - (IX) Fabrication, polishing and placement of temporary restorations;
 - I. Anterior; and
 - II. Posterior.
 - (iii) Each student must pass the competency examination on the material covered before continuing to the material for the next week. Students who do not pass the competency examination may be offered remediation; and
 - (iv) Passage of a comprehensive competency examination on all material covered in the course is required at the end of the course.
- (d) The instructor shall provide a copy of the syllabus to the student before or at the beginning of each course, setting forth the materials to be presented in the course and the evaluation criteria to be utilized by the clinical instructor to determine successful completion of the certification course.
 - (e) The passing grade on each competency examination is set at seventy-five percent (75%). If the student initially fails any competency examination, the exam may be taken no more than one (1) additional time before the entire course must be retaken and the exam retaken. The examination shall be developed and administered by the

(Rule 0460-05-.03, continued)

course instructors in such a manner as to determine competency for the prosthetic functions.

- (f) The director/instructor of the certification course shall, within thirty (30) days after course completion, complete a form, provided by the Board, for each student to attest to the student's successful completion of the course and the student's examination grade. The completed forms shall be submitted directly to the Board's Office by the director/instructor.
- (g) The certification course will issue continuing education credit hours for the course.
- (h) Failure to adhere to the rules governing the certification course or to provide access to inspection, pursuant to Rule 0460-05-.03 (6) (b), may subject the course provider and students to invalidation of the course results and withdrawal of course approval issued by the Board.

(7) Certification Course in Dental Radiology

- (a) Application of Rules – This section shall apply to both Tennessee ADA accredited and Board-approved dental assistant programs, as well as any other individual or entity which desires to establish such a certification course to admit and educate students who are currently registered dental assistants.
- (b) Application for Board Approval – The owner and/or director of a certification course in dental radiology shall make application for approval to operate that course of study on forms to be provided by the Board. The completed application must be received in the Board's Office at least thirty (30) days prior to the next regularly scheduled Board meeting in order for the Board to review the application. The owner and/or director of the certification course will be notified in writing of the Board's action. This section shall also apply to all ADA accredited and Board-approved dental assisting programs.
- (c) Retention of Approval.
 - 1. The certification course, whether offered independently or as a part of the curriculum taught by a dental assisting program, shall maintain strict compliance with all minimum standards for admissions, facilities, instructor(s), equipment, and curriculum as set forth in this rule, as amended/may be amended, in order to obtain and/or retain Board approval.
 - 2. The certification course shall be subject to on-site inspections by representatives of the Board and/or required to complete such paper surveys, as requested.
 - 3. The Board shall be notified immediately of any changes made in the operation of the certification course, such as change of location, directorship, and/or instructors. A new certificate of approval will be issued in the event of change in either ownership or directorship of the course.
 - 4. Certificates of approval shall be issued for one (1) year and shall expire on December 31st of any given year.
- (d) Minimum Standards for Admissions, Facilities, Instructor(s), Equipment and Curriculum.

(Rule 0460-05-.03, continued)

1. The certification course shall admit only those registered dental assistants who are currently registered pursuant to Rule 0460-04-.01 (2), or are currently enrolled in an ADA-accredited or Board-approved program which offers this course as a part of its curriculum. It is the responsibility of the course owner/director to ensure that only currently registered dental assistants are admitted to the course.
2. The certification course shall be taught by a dentist who is licensed in good standing by the Tennessee Board of Dentistry. The dentist/clinical instructor may employ and/or utilize licensed dental hygienists or registered dental assistants certified in dental radiology to assist during the clinical portion of the course.
3. The class shall be limited to forty (40) students and the clinical instructor-to-student ratio must be no less than one (1) instructor to eight (8) students (1:8) for the clinical portion of the course.
4. The certification course shall consist of a minimum of fourteen (14) hours of study. The course syllabus must be approved by the Board and this didactic course shall be designed and conducted to provide the student with detailed knowledge of dental radiology including radiation health and safety and its application to dentistry. The course shall include instruction in all of the following subject matters:
 - (i) Expose and evaluate
 - (I) Select appropriate radiographic technique.
 - (II) Select appropriate radiographic film to examine, view, or survey conditions, teeth or landmarks.
 - (III) Select appropriate equipment for radiographic techniques.
 - (IV) Select patient management techniques before, during and after radiographic exposures.
 - (ii) Radiation Safety
 - (I) Patient.
 - (II) Operator.
 - (iii) Quality Assurance
 - (I) Identify exposure errors and ways to avoid these errors in future exposures.
 - (II) Identify processing errors and ways to avoid these errors.
 - (III) Correctly mount and label radiographs for diagnostic assessment.
- (e) Upon completion of the course, students shall be evaluated by written examination. The passing grade shall be seventy percent (70%). If the student initially fails the written examination, the exam may be taken no more than two (2) additional times before the course must be retaken and the exam retaken. The examination shall be

(Rule 0460-05-.03, continued)

developed and administered by the course director/instructor in such a manner as to determine competency in dental radiology.

- (f) The certification course, or dental assisting school, will issue continuing education credit hours for the course.
- (g) The director/instructor of the certification course shall, within thirty (30) days after course completion or upon graduation from the dental assisting school, complete a form, provided by the Board, for each student to attest to the student's successful completion of the course and the student's examination grade. The completed forms shall be submitted directly to the Board's Office by the director/instructor.
- (h) Failure to adhere to the rules governing the certification course or to provide access to inspection, pursuant to Rule 0460-05-.03 (7) (c), may subject the course provider and students to invalidation of the course results and withdrawal of course approval issued by the Board.

Authority: T.C.A. §§4-5-202, 4-5-204, 63-5-105, 63-5-107, 63-5-108, 63-5-115, and 63-5-116.
Administrative History: Original rule certified June 7, 1974. Amendment filed August 26, 1980; effective December 1, 1980. Repeal and new rule filed December 11, 1991; effective January 25, 1992. Repeal filed February 12, 1996; effective April 27, 1996. New rule filed September 17, 2003; effective December 1, 2003. Amendment filed August 3, 2005; effective October 17, 2005. Amendment filed October 12, 2007; effective December 26, 2007. Amendment filed September 25, 2008; effective December 9, 2008.